

Promotional toolkit



Welcome

Dear friends, colleagues and partners,

The International Federation of Gynecology and Obstetrics (FIGO) invites your networks to attend the **XXV FIGO World Congress of Gynecology and Obstetrics** to be held 5–9 October 2025 at the Cape Town International Convention Centre in Cape Town, South Africa.

The FIGO Cape Town 2025 promotional toolkit has been created to help you spread the word, get involved and continue the conversation online before, during and after the Congress. Below, you can find promotional materials including the official FIGO Cape Town 2025 website banner, social media assets and more.

More than **8,000** delegates are expected to gather in Cape Town for a world-leading scientific programme. Find out more about the event here: www.figo2025.org

Thank you in advance for your support and we hope to see you in Cape Town in October 2025 for the latest scientific updates, challenges and solutions in women's health and rights, and to build global alliances to enhance the sexual and reproductive rights of women worldwide.

If you have any questions, please contact the FIGO Events Team at congress@figo.org

Yours sincerely,



Professor Kihara Anne-Beatrice
President, International Federation of Gynecology and Obstetrics (FIGO).



Professor Ismail Borat
President, South African Society of Obstetricians and Gynaecologists (SASOG)

Congress information

- ▶ www.figo2025.org
- ▶ Early bird registration: **January - June**
- ▶ Bursary applications: **March - May**
- ▶ Late-breaking abstracts: **March - April**
- ▶ Over **8,000** delegates are expected to attend, including representatives of FIGO's **135+** member societies, obstetricians, gynaecologists, midwives, nurses, advocates, decision makers and other specialists in the field of women's health and rights



Asset library

Assets in French and Spanish are available upon request.

Email signature

[Click here to download the file](#)

Add this graphic to your email signature and hyperlink the image to <https://www.figo2025.org/registration>



PowerPoint presentation slide

[Click here to download the file](#)

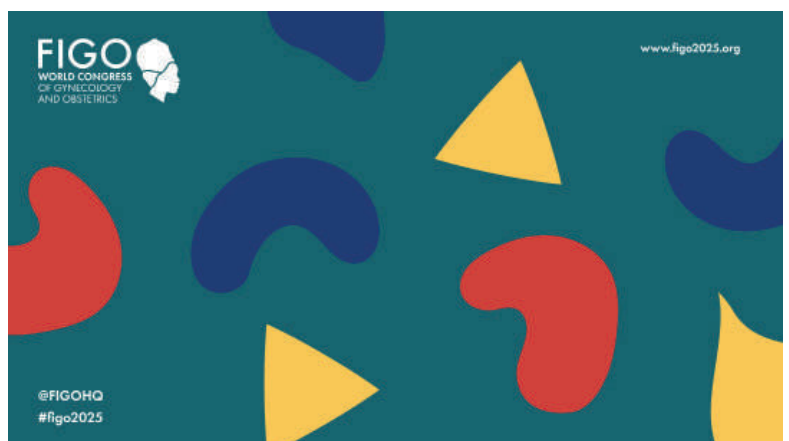
Add this image to your PowerPoint slides during your talks and presentations at meetings and events.



Zoom backgrounds

[Click here to download the file](#)

Choose one of the three Zoom backgrounds to use when you are participating in online meetings and events.



Asset library

Assets in French and Spanish are available upon request.

Poster

[Click here to download the file](#) ↗

Print and display the poster in staff breakrooms, notice boards, or common areas within your hospital, trust, or university. Or share the poster digitally through internal newsletters, emails, or group chats.



Promotional Video

[Click here to download the file](#) ↗

Play this video at meetings, events, or during presentations to spread the word. You can also share it on internal platforms, social media, or in group chats to engage a wider audience.



Social media graphics

Facebook, LinkedIn and X

Social media caption:

Early bird registration is now open for the @FIGOHQ World Congress in Cape Town! Join global experts, connect with colleagues, and explore groundbreaking advancements in women's health. Don't miss out - secure your spot today! #FIGO2025 <https://figo2025.org/registration/>

[Click here to download the file](#) ↗



Instagram and WhatsApp

Social media caption:

Early bird registration is now open for #FIGO2025! Join thousands of global experts and advocates in women's health for an unforgettable event filled with cutting-edge research, inspiring speakers, and meaningful connections.

Haven't submitted your research yet? Don't worry! Late-breaking abstract submissions will be accepted from March to April 2025.

Be part of the journey to advance women's health - register today! <https://figo2025.org/registration/>

Instagram
[Click here to download the file](#) ↗

Instagram Story
[Click here to download the file](#) ↗

Whatsapp
[Click here to download the file](#) ↗



Join the conversation using **#FIGO2025**

The official hashtag for FIGO Cape Town 2025 is **#FIGO2025** on all social media channels.

Make sure to use the hashtag and tag **@FIGOHQ** when posting about the Congress to be part of the discussion.



FIGO Cape Town 2025: Guidelines for Divisions and Committees

Overview

The XXV FIGO World Congress of Gynecology and Obstetrics takes place Sunday 5 – Thursday 9 October 2025 at the [Cape Town International Convention Centre](#) in Cape Town, South Africa. Pre-Congress workshops take place on Saturday 4 October 2025. It is an in-person only event. There will be an outgoing council meeting on Saturday 4 October and incoming council meeting on either Thursday 9 October or Friday 10 October. The General Assembly will take place in two parts. The first part will take place on Monday 6 October and the second part will take place on Wednesday 7 October.

Every FIGO World Congress aims to showcase the work and impact of FIGO's Divisions and Committees. Additionally, the 4 Division Directors and 21 Committee Chairs will have been essential to the development of the scientific programme of FIGO Cape Town 2025 and be invited to attend the outgoing council meeting and General Assembly.

Support for Division and Committee attendance

In order to facilitate their attendance at FIGO Cape Town 2025, the outgoing council meeting and General Assembly, **Division Directors and Committee Chairs** are entitled to the following:

- Complimentary Congress registration for themselves (cannot be transferred). This will be organised by FIGO, please do not register yourselves online.
- One complimentary ticket to the Gala dinner for themselves (cannot be transferred). This will be organised by FIGO, please do not purchase your own ticket online.
- Funded travel to and from the event. You will receive a travel budget and be asked to organise your own travel and be reimbursed up to the maximum allocated budget after the event upon receiving valid receipts.
- Up to 6 nights' accommodation in Cape Town from Friday 3 – Thursday 9 October 2025. FIGO is holding a number of hotel rooms. You will receive further instructions regarding your accommodation arrangements from January 2025.
- Reimbursement after the event of actual expenses incurred upon receiving valid receipts up to a maximum amount which will be stated to you in advance of the event. This includes any relevant visa costs. Please note that all individuals are responsible for their own visa applications and FIGO does not take responsibility for any rejected visa applications, or applications not processed in time.

Committee Vice Chairs are entitled to the following:

- Complimentary Congress registration for themselves (cannot be transferred). This will be organised by FIGO, please do not register yourselves online.

There is no allocated support for **Committee Members or Associate Members**. Committee funds cannot be used to support the attendance of Committee Members or Associate Members at Congress. However, some Committee Members or Associate Members may receive some support through other means, such as if they are an advisor to the Scientific Programme Committee or a Council Member, then they will receive complementary Congress registration.

All complimentary registrations will be organised by FIGO. Please do not register yourself online if you are entitled to complimentary registration. Each individual entitled to complimentary registration will be notified and receive instructions for how to purchase additional add-ons like Gala dinner tickets after registration opens in January 2025.

If an individual would like to check what they are entitled to, they are welcome to email congress@figo.org and the FIGO Events Team will be able to support.

Division and Committee content for the scientific programme

Guaranteed content

Each FIGO Division and each FIGO Committee is guaranteed **one breakout session** in the main program between Sunday 5 – Thursday 9 October 2025. Breakout sessions are 1 hour long, including time for audience Q&A, and come in a variety of formats including presentations, panel discussions or debates. Each breakout should have a chairperson who will introduce the session and the speakers, moderate live discussion between the speakers and the audience, and give concluding remarks to close the session.

This dedicated time slot will allow you to showcase the work and impact that your Division or Committee has achieved since the last FIGO World Congress. Alternatively, you can use the time slot to focus on a specific subject area related to the work of your Division or Committee. Your session is an integral part of the schedule, ensuring that you have ample opportunity to share your insights, engage with attendees, and contribute to the overall success of the event.

The session can be delivered in English, French or Spanish, but it cannot be a mixture of languages as we cannot guarantee we will be able to offer interpretation during the session.

This one guaranteed session per Division and Committee is considered an 'invited session'. As such, speakers in this session are entitled to the following support as invited speakers:

- Complimentary Congress registration for themselves (cannot be transferred). This will be organised by FIGO.
- USD \$250.00 stipend if they are from an Upper Middle Income Country (UMIC) to be reimbursed after the event based on actual expenses incurred upon receiving valid receipts.
- USD \$500.00 stipend if they are from a Lower Middle Income Country (LMIC) to be reimbursed after the event based on actual expenses incurred upon receiving valid receipts.
- USD \$1,000.00 stipend if they are from a Low Income Country (LIC) to be reimbursed after the event based on actual expenses incurred upon receiving valid receipts.

FIGO refers to the current [World Bank List of Economies](#) for country classifications.

In order to ensure each speaker has ample time to speak during the session and manage costs to FIGO as a non-profit organisation, invited sessions are limited to **a maximum of four unique speakers per session**. This includes any moderators or chairpersons.

We encourage you to invite your Committee Members to be a part of your invited session, but also welcome speakers from outside of the Divisions and Committees. Speakers from industry are not allowed. We encourage inviting speakers from different regions to represent diverse and balanced perspectives. Single gender panels are strongly discouraged.

All speakers delivering a presentation in an invited session will be invited to submit a 250-word abstract of their invited talk between March – May 2025.

Speaker commitments

- FIGO Cape Town 2025 is an in-person only event. All speakers in your invited session must be available to present in-person at the Cape Town International Convention Centre between 5 – 9 October 2025.
- The scientific programme typically features over 800 speakers and nearly 2,000 abstract presentations. As such, we cannot accommodate specific scheduling requests.
- FIGO depends on all confirmed speakers to be on site and in the correct room for their presentation prior to the scheduled session start time. Late or absent speakers will be recorded and may result in exclusion from future speaking engagements at FIGO events. Exceptions will only be accepted in the case of genuine last-minute emergencies.
- All submitters must disclose, on behalf of all other speakers in their invited session, any conflicts of interest the point of submission. We request all presenters to cooperate by declaring any potential conflict of interest on their slides, videos or posters.
- All confirmed speakers will be required to complete a full Conflict of Interest (COI) form at a later date.
- Some sessions will be audio and/or video recorded during the live event, which may also include the recording of the presenter's slides or any pre-recorded video they may present. There will also be photography at the live event. All speakers will be required to agree to FIGO's use of any recordings or photographs taken from the live event by signing a speaker consent form.

Please send us your invited session through the [FIGO Cape Town 2025: Invited Session Submission Form](#). The deadline to send us your invited session is 23:59 UTC on Friday 1 November 2024.

All invited sessions must be submitted through the online invited session submission form to ensure accuracy and fairness. Any invited sessions received via email will be asked to submit their session via the online invited session submission form.

The online form allows one submission per user. Once you have submitted a session, you will not be able to submit another. To submit additional proposals for the Scientific Programme Committee to consider, please see the '[Additional content](#)' section below.

N.B. For Committee Chairs who have a Division Director, your Division Director must first approve your session before this is submitted as final to the Scientific Programme Committee via the online invited session submission form.

It is your responsibility to confirm the speakers in your session before submitting your invited session via the link above. FIGO will follow up with all speakers in January 2025 once the sessions have been scheduled to share full details and next steps for each speaker.

For enquiries relating to the submission of your invited session, please contact the FIGO Events Team at congress@figo.org.

Additional content

If you would like to submit proposals for breakout sessions, pre-Congress workshops, hands-on simulation labs, abstracts or the film festival in addition to your one guaranteed breakout session, you are welcome to submit these through our public online submissions portal.

You can download the public submission guidelines and access the public online submissions portal [on our website](#).

The deadline to submit proposals for additional content through our public online submissions portal is 23:59 UTC on Friday 1 November 2024.

Please note that proposals submitted through our public online submissions portal are then reviewed by the Scientific Programme Committee who will make a final decision on whether they would like to include the proposal based on the space available in the scientific programme. They are not guaranteed. As such, you should prioritise the most important session for your Division or Committee to have in the Scientific Programme as your group's invited session following the guidelines in the '[Guaranteed content](#)' section above.

Since these are not invited sessions, if a session submitted through the public online submissions portal is accepted, speakers are responsible for funding their own attendance at Congress. All speakers must be registered and paid for the Congress in order to present, and be available to present in person. Virtual presentations are not accepted.

For enquiries relating to the submission of additional content, please contact figo.abs@mci-agency.com.

Division and Committee visibility in the exhibition hall

The exhibition hall for FIGO Cape Town 2025 will be open during the main Congress hours from Sunday 5 – Thursday 9 October 2025. FIGO's Divisions and Committees will have some dedicated space and branding on the FIGO booth. The floor plan is still being mapped out and we are evaluating quotations from local exhibition design and construction suppliers. Therefore we do not yet know what this will look like.

The FIGO Events Team will consult with the Divisions and Committees and Communications teams at FIGO HQ in early 2025 to create a plan for the FIGO booth.

If you have any questions regarding sponsorship and exhibition opportunities at FIGO Cape Town 2025, please contact congress@figo.org.

Division and Committee meetings at Congress

The FIGO Events team will reach out to Amelia and Lauren to discuss the schedule and set-up requirements for any Division and/or Committee meetings you would like to arrange at Congress in early 2025.